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TRANSMITTAL SLIP		DATE
TO: <i>DDA Subject</i>		
ROOM NO.	BUILDING	
REMARKS:		
FROM:		
ROOM NO.	BUILDING	EXTENSION

FORM NO. 341

REPLACES FORM 36-R

(A7)

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Sampling Method Used to Count CIA Classification Decisions

LOGGED

FROM: Director of Information Services
1206 Ames Building

EXTENSION

NO. OIS*034*86

27 JAN 1986

DATE 24 JAN 1986

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. EO/DDA
7D18 Hqs

28 JAN 1986

EM

Dick:

2.

3. ADDA

27 JAN 1986

J

4.

5. DDA

K

6.

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An apparent increase in CIA derivative classification decisions triggered a suggestion from D/Information Security Oversight Office (ISOO) that we consider a change in the current sampling method used to collect statistics on CIA classifications decisions. Our current method is for offices throughout the Agency to take an actual count of all classifications decisions for a one week period. We then project that figure for the entire year. It is a laborious and time consuming task for all concerned but it is necessary in order to meet ISOO reporting requirements.

As the D/ISOO suggests, I recommend that we do two samplings this year, but refrain from committing ourselves to future bi-annual samplings. The experience we gain this year should show whether or not bi-annual sampling is worthwhile. The subject of sampling methods often comes up when an Agency reports any significant increase in classification decisions. Two years ago ISOO recommended that the Department of Defense (DoD) consider adopting our sampling method. That year CIA classification figures had held fairly steady while DoD had reported an increase.

Classification statistics are routinely included in ISOO's (over)

Annual Report to the President. We will probably come in for special mention due to the increase last year. Since ISOO gives the report wide dissemination, the CIA increase could be picked up in the media.



STAT

Central Intelligence Agency



Washington, D. C. 20505

28 JAN
1986

Mr. Steven Garfinkel
Director, Information Security
Oversight Office (Z)
General Services Administration
18th and F Streets, N.W.
Washington, DC 20405

Dear Mr. Garfinkel:

Thank you for your letter of 3 January 1986 concerning the increase in derivative classification decisions reported by this Agency in 1985. Because of this apparent increase, you have suggested that we consider changing the sampling method used by the Agency to collect the statistics.

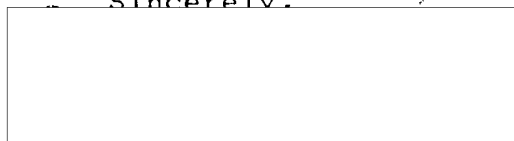
As we indicated in our letter of 27 December 1985, there are many factors that affect the number of classification decisions made in the Agency during the course of a year. The significant increases in Agency manpower and programs that occurred during 1985 would certainly be reflected in the number of classification decisions rendered, especially derivative decisions.

I am not convinced that the reported increase in our derivative classification decisions is primarily related to the sampling method used to collect the data. Nevertheless, I will take whatever steps are necessary to ensure the accuracy of our reporting and, in this instance, a second sampling might prove worthwhile.

We will, therefore, take two samplings of our classification decisions in 1986. Based on an evaluation of the data from the two samplings, I will determine whether semi-annual samplings are warranted on a continuing basis.

Thank you for your continued support and cooperation.

Sincerely,



Richard J. Kerr
Deputy Director for Administration

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